



**Arizona Department of Water Resources**  
Prescott Active Management Area  
2200 East Hillsdale Road  
Prescott, Arizona 86301-4941  
(928) 778-7202 (800) 352-8488 (in Arizona)  
www.azwater.gov

**Request for Transportation of  
Groundwater Withdrawn in the  
Big Chino Sub-basin to the Prescott  
Active Management Area  
(A.R.S § 45-555A only)**

DATE RECEIVED

**Section 1. Requestor Information**

City or Town Submitting Request:		
Mailing Address:		
City/ State/ ZIP Code:		
Contact Person Name and Title:		
Telephone Number:	FAX Number:	E-mail Address:

**Section 2. Information Regarding Historically Irrigated Acres (HIA) to be Included in  
Determining the Annual Transportation Allotment**

10 acre (1/4)	40 acre (1/4)	160 acre (1/4)	Section	Township (N/S)	Range (E/W)
Yavapai County Assessor's Parcel ID Number Book                      Map                      Parcel                      Historically Irrigated Acres (# of Acres)					
<b>HIA Acres Obtained From</b>			<b>Ownership of Land</b>		
<input type="checkbox"/> ADWR Determination <input type="checkbox"/> ADWR Report			<input type="checkbox"/> Owned <input type="checkbox"/> Leased/ Per Contract		
<b>HIA Retired from Irrigation?</b>			<input type="checkbox"/> Yes <input type="checkbox"/> No		

The above information must be provided for all Historically Irrigated Acres that the requestor wants to have included in the Department's calculation of the annual transportation allotment. The requestor may utilize this form (and Attachment A for additional parcels) or may submit this information in an alternative form. If it is submitted in an alternative form, all information listed above must be included.

### Section 3. Information Regarding Wells Used for Withdrawal of Transported Groundwater

Well Registry No. 55-\_\_\_\_\_ Proposed Volume to be withdrawn \_\_\_\_\_ AF

Well Ownership      ☐ Owned                      ☐ Used pursuant to contractual agreement

Existing Well Constructed      ☐ Prior to 9/21/1991 or      ☐ After 9/21/1991              or      ☐ New Well  
*See instructions for important information regarding well requirements.*

Will the well be used for other purposes?      ☐ Yes              ☐ No

If yes, please list the other uses \_\_\_\_\_

The above information must be provided for all wells that will be utilized to withdraw groundwater for transportation into the Prescott AMA. The requestor may utilize this form (and Attachment B for additional wells) or may submit this information in an alternative form. If it is submitted in an alternative form, all information listed above must be included.

*I hereby affirm that all information provided in this request is true and correct to the best of my knowledge.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

#### Instructions for Completing Request

The information provided on this request will assist the Department in determining the quantity of groundwater that can be transported into the Prescott AMA pursuant to A.R.S. § 45-555(A).

Section 1.      Fill in completely and accurately. Type or print in black or blue ink. Requests for transportation of water from the Big Chino Sub-basin to the Prescott Active Management Area can only be made by a city or town.

Section 2.      Fill in completely and accurately, identifying each parcel to be included in the Director's determination of the annual transportation allotment under 45-555 (B). The number of acres of HIA must be obtained from either the ADWR report "Identification of Historically Irrigated Acres in the Big Chino Sub-basin" or from some other official ADWR determination. Indicate the amount of HIA for each parcel and identify the source of the determination of that amount. Also identify whether the parcel in question is owned by the city or town or if the city or town has been granted consent to withdraw and transport water through a contractual agreement. The requestor must submit a copy of a deed or contractual agreement granting consent to withdraw and transport groundwater for each parcel. Finally, the requestor must indicate whether HIA has been retired from irrigation. For groundwater withdrawn per contractual agreement, the agreement must state that all irrigation uses on the parcel have been retired.

Section 3.      Fill in completely and accurately, identifying each well that will be used to withdraw groundwater for transportation into the Prescott AMA and the volume of water that is proposed to be withdrawn from each well. The requestor must either own the well or submit a copy of the contractual agreement for each well that will be utilized for withdrawing groundwater for transportation.

For existing wells drilled after September 21, 1991 and for new wells, approval of the Director is required for use of the well for transportation into the Active Management Area. That approval will be granted if it is determined that the proposed withdrawal of groundwater from the well does not cause unreasonable increasing damage pursuant to A.A.C. R12-15-305. Identify if the well will be utilized for other purposes. If so, please list the other uses of the well.

The official representative of the city or town submitting the request must sign and date the form affirming that all information is true and correct to the best of their knowledge.

### **Time Frames for Review of Your Request**

Within one hundred and fifty (150) days after receipt of your request, the Department will determine whether your request should be granted or denied, unless this time is extended as described below. In processing your request, the Department will first determine whether the request is administratively complete (administrative completeness review), and then whether the request meets the substantive criteria established by statute or rule (substantive review). Each of these reviews will be completed within the times stated below. The time for the administrative completeness review plus the time for the substantive review is referred to as the overall time frame.

#### **1) Administrative Completeness Review Time Frame**

Within forty-five (45) days after receipt of your request, the Department will determine whether your request is complete, and will issue a written notice of administrative completeness or deficiencies. After your request is complete, the Department will proceed with substantive review.

If the Department sends you a letter that your request is incomplete, the Department will include a comprehensive list of specific deficiencies. Until the missing information is received, both the administrative completeness review and the overall time frames will be suspended. When the Department receives the missing information, the administrative completeness review and overall time frames will resume. Your request will not be complete until all of the requested information is received. If you do not supply the missing information within forty-five (45) days, your request may be denied.

#### **2) Substantive Review Time Frame**

Within one hundred and five (105) days after the request is complete, the Department will review your request to determine whether it meets the substantive criteria required by statute or rule. By mutual written agreement between you and the Department, the time for substantive review may be extended by up to 15 days.

During the substantive review, the Department may make one written request for additional information. You may also agree in writing to allow the Department to submit supplemental requests for additional information. If the Department requests additional information, both the substantive review and overall time frames will be suspended. When the additional information is received, the substantive review and overall time frames will resume.

At the end of the Department's substantive review, the Department will send you a written notice either granting or denying your request. If your request is denied, the notice will include the justification for the denial and an explanation of your right to appeal the denial.



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**ATTACHMENT A**

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<b>Irrigation Retired from HIA?</b>			<input type="checkbox"/> Yes <input type="checkbox"/> No		

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## **ATTACHMENT B**

Well Registry No. 55-\_\_\_\_\_ Proposed Volume to be withdrawn \_\_\_\_\_ AF

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Existing Well Constructed ☐ Prior to 9/21/1991 or ☐ After 9/21/1991 or ☐ New Well  
*See instructions for important information regarding well requirements.*

Will the well be used for other purposes? ☐ Yes ☐ No

If yes, please list the other uses \_\_\_\_\_

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